



1011 E. Colonial Drive, Suite 500  
Orlando, FL 32803  
Telephone (407) 894-3797 Fax (407) 897-1325

### **Professional Service Provider Application for Membership For Law Firms and Accounting Firms ONLY**

It is the applicant's responsibility to ensure that all required documents are submitted to LISA. The Board will not consider an application for membership until the entire application is complete. If you have any questions, please call (407) 894-3797

**Voting Member:** Voting Members are participants in the viatical settlement business as providers, brokers, or service providers, funding/financing entity and/or licensed under the laws of any state to engage in the business of viatical or life settlements. Each such business may have only one Voting Membership. Voting Members shall have full voting rights and shall be eligible to be elected to any officer position and/ or to the Board of Directors and shall be eligible to sit on any committee of the Association. Voting Members shall designate a principle; partner or employee who will be the voting delegate.

**Associate Member:** Any person or entity not eligible to become a Voting Member interested in any aspect of viatical transactions or who has an interest in the goals and objectives of the Association. Associate Members shall be eligible to sit on any committee of the Association to which they have been duly appointed and may vote in that capacity but will not have full voting rights in the Association.

#### **Membership Dues**

The Life Insurance Settlement Association has adopted the following dues structure:

**Voting Membership:** Annual Dues are \$7,000 payable quarterly in advance (\$1,750)  
**Associate Member:** Annual Dues are \$7,000 payable quarterly in advance (\$1,750)

#### **Late Fees**

**Monthly Fee:** Dues are considered late on the business day immediately following the due date as indicated on the invoice; A fee equal to 2% of quarterly dues payable will be assessed for every month that quarterly dues are late. The fee will be charged on the first business day of every consecutive month thereafter, up to three months, until dues and fees assessed are paid in full. During this period, members shall lose website and voting privileges and the member conference rate privilege.

**Re-Instatement Fee:** Membership will be suspended after 30 days of failure to pay dues, and will be terminated after 90 days of failure to pay dues. Once terminated, membership re-instatement will be conditional upon payment of a fee of \$250; Members will not regain conference rate, website and voting privileges until such time as any and all dues and fees assessed are paid in full.

Dues and fees must be paid by check or credit card (VISA, Mastercard, American Express).

**Tax Notice:** Dues paid to LISA may not be deducted as a charitable contribution for tax purposes. LISA dues may be deducted as a business expense except for that portion of dues revenue used to pay for lobbying. Unless specified on an invoice for dues payments, no portion of LISA dues revenue is ordinarily used for lobby expenses.

Type of membership requested (check one):

Voting Associate Honorary

Applying as (check one):

Firm Individual Date of Application\_\_\_\_\_

Company\_\_\_\_\_
Firm's name if applying as a firm

Name\_\_\_\_\_
Complete name if applying as an individual

Federal Employer Identification Number (FEIN) or Social Security Number if applying as an individual\_\_\_\_\_

Business Address\_\_\_\_\_
Street number and name Suite number

City State Zip Code

Telephone Facsimile E-Mail Address

Website Address

\*Please attach addresses of all other company or affiliated offices

Is the firm engaged to represent any viatical or life settlement related company?
(check one): Yes No

Please list this Professional Service Provider Business on published membership as (check one): Attorney Certified Public Accountant
Other (please indicate):\_\_\_\_\_

Type of Business Organization (check one):
Proprietorship Partnership
LLC Other \_\_\_\_\_
Corporation Indicate the legal nature of the applying entity

Start date of business: \_\_\_\_\_ / \_\_\_\_\_
Month Year

Registered Agent's Name: \_\_\_\_\_  
(e.g. Can receive service of process)

Address of Registered Agent \_\_\_\_\_  
Street number and name Suite number

City State Zip Code

Domicile of Company \_\_\_\_\_

*\*Please attach a current Certificate of Good Standing or Authority to do business in state of domicile. If a non-U.S. company, please attach a Certificate of Authority to do business in a state in the United States.*

How many years has this firm done business in this domicile?

\_\_\_\_\_

In what other jurisdictions has the applicant engaged in business in the last five (5) years?  
(please list): \_\_\_\_\_

\_\_\_\_\_

*Please enter below the name of the natural person that will represent the applying entity in LISA, whether applying for voting or non-voting membership. All questions below should be answered by the person that will represent the entity. If a question is not applicable, please put 'Not Applicable' or 'N/A'. Please print or type all answers:*

Questions (if more space is needed, please attach additional page(s)):

(1) Full Name \_\_\_\_\_

(2) Maiden Name \_\_\_\_\_

(3) Date of Birth \_\_\_\_\_ (4) Place of Birth \_\_\_\_\_

(5) Social Security Number \_\_\_\_\_

(6) Your Current position with the company and brief description

\_\_\_\_\_  
\_\_\_\_\_

(7) Are you a citizen of any country other than the United States?

Yes No If 'Yes', what country? \_\_\_\_\_

(8) Business and employment record for the past (5) years. Please list the most recent first and include all director and officer positions held, including position:

Date	Employer's Name	Address & Telephone	Offices/Positions Held
(a)	_____	_____	_____
(b)	_____	_____	_____
(c)	_____	_____	_____
(d)	_____	_____	_____
(e)	_____	_____	_____

(9) If any, please list all other current business activities related to the viatical and life settlement industry: \_\_\_\_\_  
\_\_\_\_\_

(10) Have you or your spouse ever been affiliated or associated with or in any way connected with an insurance entity regulated by any State Department of Insurance from any state?                      Yes                      No                      If yes, please list all such entities:  
\_\_\_\_\_  
\_\_\_\_\_

(11) Have you ever been licensed as an Insurance agent, broker, solicitor, adjuster, or claims investigator in any state?                      Yes                      No  
If 'Yes':  
a. States: \_\_\_\_\_  
b. Dates license(s) held: \_\_\_\_\_  
c. Licensee number(s): \_\_\_\_\_  
d. Name of issuer of license(s): \_\_\_\_\_

(12) Have you ever been licensed to sell securities?    Yes                      No  
If 'Yes':  
a. By whom (state(s) and/or federal) \_\_\_\_\_  
b. Dates license(s) held \_\_\_\_\_  
c. License number(s) \_\_\_\_\_  
d. Name of issuer of license(s) \_\_\_\_\_

(13) Please list any and all current professional licenses: \_\_\_\_\_

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(14) Have you ever (please check answer):

a. Been refused any occupational, professional or vocational license or permit by any regulatory authority, or any public, administrative, or governmental licensing agency?

Yes                      No

b. Had any occupational, professional, vocational license or permit you hold, or have held, been subject to any judicial administrative, regulatory, or disciplinary action?

Yes                      No

c. Been placed on probation or had fine levied against you or your occupational, professional vocational license or permit in any judicial, administrative, regulatory, or disciplinary action? Yes                      No

d. Been charged with, or indicated for, any criminal offense(s) other than minor traffic offense(s)? Yes                      No

e. Had adjudication of guilt withheld, had sentence imposed or suspended, had pronouncement of a sentence suspended, or been pardoned, fined, or placed on probation, for any criminal offense(s) other than traffic offense(s)? Yes                      No

f. Been subject to a cease and desist letter or other, or enjoined, either temporarily or permanently, in any judicial, administrative, regulatory, or disciplinary action, from violating any federal or state law regulating the business of insurance or securities or from carrying out any particular or practices in the course of the business of insurance or securities?                      Yes                      No

*If the response to any question in # 14 above is answered 'Yes', please provide full details including dates, locations, dispositions, etc. (Attach a copy of the complaint and final adjudication or settlement as appropriate).*

(15) For the purpose of this question, if you hold or have held any of the following positions with any entity regulated by any states' insurance department or any agency with jurisdiction of insurance matters, please indicate (check) below:

- |  |     |    |
|--|-----|----|
| a. Incorporator or organizer   | Yes | No |
| b. Administrator, manager  | Yes | No |
| c. Subscriber of a corporation, reciprocal or limited reciprocal   | Yes | No |
| d. Director, officer or trustee  | Yes | No |
| e. Owner, if not a corporation, sole proprietor  | Yes | No |
| f. Partner, including all general and limited partners of a limited partnership, joint venture   | Yes | No |
| g. Stockholder owning or holding ten (10) percent or more of the outstanding stock of a stock corporation                                | Yes | No |
| h. Member of a non-stock corporation   | Yes | No |
| i. Person associated or to be associated with the formation or financing of an underwriting member on an Insurance Exchange in any state | Yes | No |
| j. Attorney-in-fact or attorney for a reciprocal insurer or limited reciprocal insurer   | Yes | No |
| k. Any position, other than one listed above, which you held in an insurance related entity  | Yes | No |

*If the response to any question in # 15 above is answered 'Yes', please attach a separate sheet of paper with full details.*

**Affirmation and Authorization**

I hereby acknowledge that my membership will be considered by the Board of Directors (“Board”) of the Life Insurance Settlement Association (“LISA”). I understand and agree that my application for membership will be declined if it does not obtain a majority vote of the Board, or in the opinion of the Board, I am or will be unable or unwilling to confirm to the Code of Ethics or other requirements that the LISA may require.

I agree to update this application by causing an amendment to be filed on a timely basis whenever changes occur to answers previously reported. Further, I represent that, to the extent any information previously submitted is not amended, the information provided in this form is currently accurate and complete. I also understand that any amended information to the application may cause the Board to revisit my membership status.

As LISA may adopt policies of procedures as membership requirements, I agree that my membership will be contingent upon compliance with such policies that the Board may adopt and agree that my resignation shall take effect immediately in a case of non-compliance with such adopted policies.

I agree that neither LISA nor its individual members, officers, directors, agents, or employees shall be liable to me, individually or jointly, if this application for membership is rejected or for the consequences of any disciplinary action which may be sought or taken against me under LISA’s bylaws or amendments thereto or any disciplinary or penal action which may be sought or taken against me under the laws of any state or jurisdiction, or for any statement which LISA or any of said individuals may issue relative to any such action; provided, however, that nothing herein contained shall exonerate LISA or any of said individuals from liability to me for its or their gross negligence or willful misconduct.

I certify that the information that I have provided is true and correct. I authorize LISA to obtain from any source whatsoever such additional information and documentation it shall deem advisable.

I further acknowledge that I will adhere to the Code of Ethics of the Association, the LISA Logo Policy, the LISA Bylaws and the LISA Standards.

Signature\_\_\_\_\_ Date\_\_\_\_\_



## **LISA Code of Ethics**

### **Article I. Objective**

- A. This is a statement of ethical conduct by which the Association expects and encourages its Members to comply within their business activities within the industry and with those individuals and entities that deal with the industry.

### **Article II. Definition of Terms**

- A. "Members" include Board Members, and all Members of the LISA.
- B. "Public" refers to Members' clients, regulatory bodies, and the general business community.
- C. "LISA" is the Life Insurance Settlement Association

### **Article III. Priority of Client's Interest**

- A. A Member shall act in a manner that places the client's interests above its own interests.

### **Article IV. Respect for the Law**

- A. A Member shall comply with the relevant laws and regulations of all Governmental or professional bodies that have jurisdiction.
- B. A Member shall remain knowledgeable of the laws and regulations that apply to the industry in general and to its specific operations.
- C. A Member shall not engage in any act or omission in a dishonest, deceitful or fraudulent nature.
- D. A Member shall not allow the pursuit of financial gain or other personal benefits to interfere with the exercise of sound professional judgment and skills.

### **Article V. Integrity**

- A. A Member's personal and professional integrity is the foundation for public trust of that Member and the industry as a whole.
- B. A Member shall be honest, trustworthy, conscientious, thorough, and deal fairly with all parties.

- C. A Member shall not advocate, sanction, participate, or cause to be accomplished or otherwise carry out through another party, or condone any act that is contrary to the public interest, the interest of the industry or to existing laws.
- D. A Member will not directly or indirectly participate in any publicity seeking endeavor meant to attract business in a deceptive manner using fraudulent or false methods of promotion, advertising or marketing.
- E. A Member is prohibited from performing business dealings outside or contrary to this Code.

**Article VI.  
Competence**

- A. A Member shall remain informed and shall promote continuous education within its management and staff of all matters that are essential to the maintenance of its professional competence and management of its business in the industry.
- B. A Member should have the wisdom to recognize the limitations of its knowledge and obtain consultation from another professional organization or refer a client to another professional organization if appropriate.
- C. A Member shall not knowingly misrepresent or conceal any limitations on the Member's ability to provide the quality or quantity of professional services it purports to have and that may be required by the circumstances of the transaction.

**Article VII.  
Diligence**

- A. A Member shall provide services promptly and efficiently, taking care to be accurate and thorough.
- B. A Member shall encourage and develop competence among its employees that provides satisfactory service to its clientele and the public.

**Article VIII.  
Confidentiality/ Privacy**

- A. A Member, without authorization, shall not disclose to another person any confidential information entrusted to, or obtained by the Member in the course of its business, except where disclosure is required by law or made to a person/entity that must necessarily have the information in order to discharge the legitimate occupational or professional duties.

**Article IX.  
Conflict Of Interest**

- A. A Member should avoid a conflict of interest OR even the appearance of a conflict of interest in performance of its services in the industry. Should a conflict situation arise, the Member must obtain a waiver of the conflict from all parties involved in the transaction or withdraw from the transaction.

**Article X.  
Professionalism**

- A. A Member's conduct should inspire confidence, respect and trust of clients, the industry and the public.
- B. A Member should instill ethically conscious behavior in its employees and representatives and encourage and direct them to promote high standards of professionalism in the industry.
- C. A Member shall not engage in improper criticisms of other Members.
- D. A Member shall engage in LAWFUL cooperation among Members with the objective of sharing knowledge, information and experiences within the industry.
- E. A Member shall not engage in unfair competitive practices or condone questionable business actions.

**Article XI.  
Violation and Discipline**

- A. Membership may be revoked by LISA for failure to act in accordance with the provisions of the LISA Code of Ethics, Bylaws and approved policies and procedures promulgated by the Board of Directors. This Code of Ethics has been promulgated by LISA in an effort to stress the fundamental rules considered essential to this basic purpose. It shall be the obligation of members to seek to avoid not only conduct specifically proscribed by the code, but also conduct that is inconsistent with its spirit and purpose. Failure to specify any particular responsibility or practice in this Code of Ethics should not be construed as denial of the existence of other responsibilities or practices.
- B. Any member who violates the provisions of the LISA Code of Ethics, Bylaws or approved policies and procedures shall immediately report such violation to the Executive Director who shall report the violation to the Board of Directors.

**Article XII.  
Certification**

- A. Every Member shall certify annually, on a form provided by LISA, that they are in compliance with the provisions of the LISA Code of Ethics, LISA Bylaws and approved policies and procedures promulgated by the Board of Directors.
- B. Any Member who fails to proffer certification as prescribed by the LISA Code of Ethics shall have its membership revoked by the LISA Board of Directors in accordance with LISA Bylaws and procedures promulgated by the Board of Directors.

**Article XIII.  
Review**

- A. The Board shall periodically monitor the relevance and effectiveness of the LISA's Code of Ethics. The Code shall be a living document and shall be updated, as required, taking into account any technical, regulatory, economic or social changes, directly or indirectly, in the industry.

Agreed to by \_\_\_\_\_ on behalf of \_\_\_\_\_.  
Applicant Company name

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_